



## **Museum at Portland Head Light Board Meeting Minutes October 11, 2007**

The Museum at Portland Head Light Board of Directors meeting was convened by Chairman Paul J. McKenney at 9:00 p.m. in the William Jordan Conference Room at the Cape Elizabeth Town Hall. Present were Chairman Paul J. McKenney, Vice Chairman Mary Ann Lynch, Directors David Backer, Cynthia Dill, Anne E. Swift-Kayatta, and James S. Rowe. Director Sara W. Lennon was absent. Treasurer Michael K. McGovern acted as secretary pro-tem.

The Board had asked the Town of Cape Elizabeth, and more specifically the Fort Williams Advisory Commission, for recommendations for the use of Portland Head Light funds which would enhance the experience of visiting the lighthouse and which would be in keeping with the articles of incorporation for the Museum at Portland Head Light.

The Fort Williams Advisory Committee provided the following list of requests:

**1. Lighting both flagpoles \$6,500**

This reflects the estimated cost of lighting the flag pole on top of Battery Knoll (\$5,000) and the flag pole at the lighthouse (\$1,500). As a side benefit, the Picnic Shelter will end up with power as part of the lighting of the flag pole on Battery Knoll.

**2. New Interpretive Display on Battery Knoll \$25,000**

This amount includes work by a consultant to help design it, as well as the cost of the display. It is also hoped that the design specifications developed for this display could be used for future displays in the park, such as Battery Garesche.

**3. Study for future development of Battery Garesche \$35,000**

We will be looking for a consultant that could develop plans for preparing the bunker for access by the public and creating historical displays.

**4. Reviewing options for enhancing the Main Gate/Entrance and fund improvements \$90,000**

We are looking at a number of options for improving the entrance, mostly new fencing and stone wall repairs. We are hoping to accomplish this with minimal engineering support/expenses.

**5. Replace stairs from Cliff Walk to Battery Knoll \$15,000**

We are hoping that this might be a project that the Parks Dept personnel could accomplish after November 1st of this year. If not, we would look to outside contractors.

The Museum Board debated each of these requests with a particular focus on whether or not the items are in keeping with the articles of incorporation. Upon motions duly moved and seconded, the following votes were taken to provide for grant amounts to the Town of Cape Elizabeth. All items are "up to" the amounts indicated and the Museum Board

suggested that “study” costs be reasonable on the main gate project with most of the funds to go to actual improvements.

New flagpole light at Portland Head Light	\$1,500	Approved 6-0
New flagpole light at Battery knoll area	\$5,000	Not Approved 3-3
No votes cast by Backer, Rowe and Swift-Kayatta		
Interpretative display at Battery knoll area	\$25,000	Approved 6-0
Battery Garesche study	\$35,000	Approved 4-2
No votes cast by Backer and Rowe		
Main gate study and improvements	\$90,000	Approved 6-0
Replace stairs from battery to cliff walk	\$15,000	Approved 6-0

The meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Michael K. McGovern  
Secretary Pro-tem